

NOTICE

There is a job vacancy in the **BAY COUNTY HEALTH DEPARTMENT-STD/HIV/COMMUNICABLE DISEASE/IMMUNIZATION CLINIC SERVICES.**

JOB TITLE:	PUBLIC HEALTH NURSE – BSN
RATE OF PAY:	BSN: \$18.81/hour - \$23.08/hour RN: \$18.20/hour- \$22.46/hour

TEMPORARY Full-time position, with limited benefits, up to 32 hours per week. Once ARRA grant funding for immunization activities ends, will revert back to part-time STD/HIV/CD position.

GENERAL SUMMARY: Provides selected public health nursing services necessary to implement the agency program in an assigned area. Services include skilled nursing care under direction of Health Department Medical Director.

Job responsibilities and activities are specifically targeted at adult populations to provide immunizations, education, and investigation of communicable (CD) and sexually transmitted diseases (STD) and infections. Participates in community and Health Department programs. Supervision received: Works under qualified public health nursing supervision and administration. Responsibilities include Tuberculosis Control Program Quality Assurance and Improvement Activities.

TYPICAL DUTIES:

1. Provides immunization services to clients, in accordance with applicable Immunization Program policies and procedures. Duties include but are not limited to:
 - a. Assessment of client immunization needs and planning appropriate care; monitoring, recording and reporting adverse vaccine reactions to Vaccine Adverse Events Reporting System (VAERS); management of vaccine supply, including ordering, storage and handling; ensuring quality control of data entered into patient medical records and on the Michigan Care Improvement Registry (MCIR).
2. Coordinates the Health Department’s Tuberculosis (TB) Testing and Control Program:
 - a. Works with clients to manage/treat TB infection and/or disease; dispenses prescribed TB medications per standing orders; maintains accurate inventory via the TB Medication Log; records on clients’ medical records.
 - b. Receives laboratory reports for Liver Enzyme Tests (ALT and/or AST) and records on clients’ medical records, per standing orders; consults with agency Medical Director, as necessary.
 - c. Maintains accurate, up-to-date files on all active and latent TB clients; providing reminder phone calls and/or letters to ensure compliance with prescription medication regimen.
3. Provides STD/Human Immunodeficiency Virus (HIV) health services to clients, in accordance with program policies and procedures. Duties include but not limited to:
 - a. Assessment of client needs and planning appropriate care; HIV pre/post counseling/testing and risk reduction planning; documentation and client/partner notification of positive results; counseling/testing/treatment of STD; making referrals; participates and maintains Quality Assurance; maintains strict confidentiality in accordance with applicable laws.
 - b. Achieves continuity of client care by planning and exchanging information with the physician, hospital, and other appropriate health/social agencies.
4. Provides consultant and direct services to families/schools/other social/health agencies with reference to STDs, HIV, communicable disease, immunizations and women’s health issues.
5. Participates in community and Health Department in-services, projects, and health fairs on STDs, HIV, women’s health issues, and immunizations.
6. Investigates all communicable diseases and is responsible for the input of communicable disease data into the Michigan Disease Surveillance System (MDSS).
7. In times of a public health emergency, may be required to report for specialized assigned duties inside or outside of Bay County. Perform emergency response roles, as required.
8. All other duties as assigned.

The above statements are intended to describe the general nature and level of work being performed by people assigned this classification. They are not to be construed as an exhaustive list of all job duties performed by personnel so classified.

MINIMUM QUALIFICATIONS:

- Licensure:** Possession of a current license to practice professional nursing in Michigan
- Education:** B.S.N. from a school of nursing approved by the N.L.N. of Nursing
- Experience:** Demonstrated competency in practice of professional nursing. Two years of satisfactory public health nursing experience under qualified supervision. Must have a valid vehicle operator’s license and acceptable driving record. Applicants may be required to take written and/or other examinations.
- Physical:** This position requires sitting, being mobile, bending and/or standing for significant periods of time. Additional requirements include the ability to move objects according to the following weight and frequency: Generally, 20-50 pounds of force up to one third of the time. Candidate must possess physical dexterity to perform tests and medical procedures related to job. Candidate must have adequate visual acuity and hearing comprehension to read reports and communicate with clients and other providers and have adequate physical dexterity to climb stairs, balance and navigate under unstable environmental conditions.

Make application at www.baycounty-mi.gov or at the Bay County Personnel Department, 515 Center Avenue, Suite G102, Bay City, Michigan 48708-5121, in writing, no later than **4:00 p.m. Friday, May 28, 2010.**

AN EQUAL OPPORTUNITY EMPLOYER

"BAY COUNTY DOES NOT DISCRIMINATE ON THE BASIS OF HANDICAPPED STATUS IN ADMISSION OR ACCESS TO, OR TREATMENT OR EMPLOYMENT IN, ITS PROGRAMS AND ACTIVITIES."